

**Town of Londonderry, Vermont
Selectboard**

Meeting Minutes

Monday, June 16, 2025 6 PM

100 Old School Street, South Londonderry, VT 05155

Board members present: James Ameden, Jr., Thomas Cavanagh, Martha Dale, Jim Fleming, and Taylor Prouty.

Board members absent: None

Town Officials: Aileen Tulloch, Town Administrator; Allison Marino, Town Clerk; Sally Hespe, Selectboard Meeting Note Taker; Patty Eisenhaur, Housing Commission; Andy Dahlstrom, Short Term Rental Administrator; Will Goodwin, Zoning Administrator; Kelly Pajala, Jen Greenfield, and George Mora; Long Term Recovery Committee.

Others in Attendance: Jessica Citera; Paul Hendler; Dan McKenna; Brent Bammarito; Kim Ray; Pamela Spalding; Ari Santos, GNAT Content Producer; Amanda Fouda, GNAT Technician; Tammie Reilly; GNAT Executive Director; and Keegan Douglass, GNAT Video Production Manager (remotely).

1. Call Meeting to Order

Chair Tom Cavanagh called the meeting to order at 6:00 p.m.

2. Additions or Deletions to the Agenda

[1 VSA 312(d)(3)(A)]

Martha Dale moved to add agenda items 11J and 11K to approve Neighborhood Connection's Facility of Use request and Town Office completion, seconded by James Ameden. The motion passed unanimously.

3. Minutes Approval - Meeting(s) of 6/2/2025

James Ameden moved to approve the minutes of the Selectboard meeting of June 2, 2025, seconded by Jim Fleming. The motion passed unanimously.

4. Selectboard Pay Orders

Jim Fleming moved to approve the pay orders for payroll and accounts payable, seconded by James Ameden. The motion passed unanimously.

5. Announcements/Correspondence

The following announcements were made by Town Administrator Aileen Tulloch:

- Office renovations are moving along, and grass seed has been planted on graded areas.
- Paving has begun on Old School St. and is mostly complete.
- Front door has been delivered and should be installed 6/21.
- Bid documents for Winter Sand and Winter Salt went out last week.
- Tulloch will be on vacation the week of July 14th.
- Shane O'Keefe's last day will be June 30th. Tulloch extended her personal thanks for his assistance during the transition and wished him well in his retirement.

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Additional Announcements:

- Town Clerk Allison Marino reported the doors and locks not all working and suggested visitors call the office if they can't access building.

The following correspondence was reported by Tulloch:

- Town of Londonderry extension request for Spring Hill Road Culvert.
- Resignation letter from Esther Fishman. The job opening for Part-Time Recycling Coordinator position has been posted.
- Letter in support of STR housing commission.

6. Visitors and Concerned Citizens

a. Jessica Citera Short Term Rental Ordinance Concerns

Jessica Citera addressed the Selectboard and referenced the petition she filed with the Town to appeal the Amendment to the Short Term Rental Ordinance dated April 21, 2025. Citera expressed her view that the amendments will have a negative economic impact on the Town. She has asked for the research that led to the adoption of the amendments, specifically the 50 night yearly limit on new STRs. With only 42 hotel rooms in Londonderry, this limit will impact tourism and subsequently local businesses due to a decrease in lodging rooms.

Citera suggested the Town's research looked at towns that are not comparable to Londonderry. She reported that Town homestead numbers are increasing and housing prices are dropping. The 99 registered STRs in Town reflect only 6.4% of properties. While the median household income cannot afford a local home, Citera argued that supply and demand cannot be controlled.

Tom Cavanagh explained that the amendments were adopted to limit out of state investors from buying up STR. Citera inquired how many STR are unhosted, with owners not using property any nights. Andy Dahlstrom said this statistic is hard to gather. Citera stated that without knowing how many "problem" houses there are and the Ordinance only active for 6 months, the Amendment decision might have been rushed. She also indicated the STR Committee might be "stacked", including one member who was in an active lawsuit with a neighboring STR owner.

Patty Eisenhower spoke and indicated the Housing Commission sent a statement endorsing the Ordinance Amendment. Workers who work here can't afford to live here, and at least 2 houses have recently gone to Air Bnb. The Amendment will slow the speculation of buying property and puts brakes on things. The Commission supports determining a threshold of STRs for the Town, similar to 5 - 15% thresholds adopted by other resort towns across the United States.

Jen Greenfield remarked that a lot of people have been displaced by investors buying up homes. She has witnessed this as an owner of a motel that housed the homeless during Covid. Multiple businesses have help wanted signs and have limited hours because they cannot find workers within driving distance.

Brent Bamarito spoke about the STR Committee and his participation. He believed committee was thoughtful and deliberate; there was no "stacked deck". The group as a whole marginalized the issues the one member had with STRs. They each volunteered their time for

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the good of the community, a community that is dying. He added that if Flood Brook closes, this will be a shell community.

In summary, this is a resort community and there will be balances between locals and non-locals. Citera is asking that STRs are not restricted by the Amendments, and she has a right to ask for data that substantiates the adoption of the Amendments. The petition has been filed and Citera's questions will be addressed by special Town meeting and vote.

7. Town Officials Business

a. Town Treasurer

i. Budget adjustments

Tina Labeau submitted updates to the budget reflecting addition of the new Road Crew position.

b. Short Term Rental Administrator

i. Adoption of Fee Schedule.

Jim Fleming moved to approve the 2025-2026 Short Term Rental Fee Schedule as presented and to take effect immediately, seconded by James Ameden. The motion passed unanimously.

c. Town Clerk

i. Review and Approve Special Town Meeting Warning for Short Term Rental Ordinance Amendment

The Warning was drawn up with assistance of Town Attorney Bob Fisher. There are 2 articles on the warning: Short Term Rental Ordinance Amendment and Election of Town Lister.

It was noted that only the amendments to the Short Term Rental Ordinance will be voted on; the Ordinance has already been voted on and enacted. Moderator Peter Pagnucco will lead the meeting and there will be a 3-minute limit per person discussion.

The Town will post the Amendments on the website for viewing.

Martha Dale moved to approve and sign the Warning for the Special Town Meeting for the Short Term Rental Ordinance Amendments and to elect a Lister, scheduled for July 19th, 2025 at 9:30 am at the Londonderry Town Hall, seconded by James Ameden. The motion passed unanimously.

ii. Delinquent Dog List

Town Clerk Allison Marino submitted the list. Once accepted, it will be sent to Pat Salo (Animal Control Officer).

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Taylor Prouty moved to accept the Delinquent Dog license list, seconded by James Ameden. The motion passed unanimously.

d. Zoning Administrator

i. Consider Permitting Fees

Will Goodwin reported that the Town does not currently charge for permit extensions or amendments, and the Town is required to pay \$15 for filing. It was agreed that a \$25 fee for such changes seems fair.

Taylor Prouty moved to assess a \$25 fee for permit extensions or amendments, seconded by Martha Dale. The motion passed unanimously.

ii. Consider Properties with second driveways

Goodwin reported that the Town currently requires a hearing for creating 2nd driveway access. This is unusual and the Vermont League of Cities and Towns says this is “quasi” legal. The requirement will be deleted from the next rendition of the Bylaws.

Pamela Spaulding inquired about setback requirements, but these are not implemented in Londonderry.

iii. Consider Memorandum of Understanding for Scanner Rental

Aileen Tulloch has researched this matter, but no other Towns have a similar Memorandum. Taylor Prouty suggested there could be agreement on shared equipment by road crews that could be referenced. Staff will continue to work on fee structure and draft agreement.

8. Transfer Station/Solid Waste Management

a. Updates

- The Hazardous Waste Collection was held in the pouring rain, but there was a steady stream of cars. No numbers have been reported yet.
- The Electronics Collection filled a tractor trailer and box truck; 17,000 pounds was collected in total.
- Fishman referenced information in the meeting packet concerning what’s happening with hazardous waste at the State Level. H.484 is a pending bill with three provisions concerning solid waste districts:
 - Additional fees charged to registrants of pesticide products
 - Amends current Household Hazardous Waste EPR program
 - Amends requirements under Vermont’s Paint Stewardship Program.

b. Discuss Wood Burning at Transfer Station

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The DEC has reached out to the Town after numerous complaints from an adjacent neighbor regarding wood burning at the Transfer Station. Fishman looked into other options, including bringing materials to Hunter Excavating for burning. This option, however, is very expensive. As Londonderry is an ACT 240 site, materials from outside Londonderry should not be accepted for burning.

In light of these facts, it was decided to end all wood burning at the Transfer Station. This will have implications for local businesses who will need to pay for disposal elsewhere. The Town will look into getting a permit for road crew to burn Town materials on the lower field in the future.

Tom Cavanagh moved to stop wood burning at the Town Transfer Station, seconded by Martha Dale. The motion passed unanimously.

9. Roads and Bridges

a. Updates

Taylor Prouty reported that bid might go out for tree removal and ditching on Boyden Road. He is determining whether this would be one project, which would be over threshold and need to go out for bid, or 2 separate projects that would not need to go through bidding process.

b. Accept Edge Line Painting Bid

A bid was received from RFP that was put out last year. The cost will be less than grant funding; Aileen Tulloch will ask if remainder can be used for another project.

James Ameden moved to accept the proposal from Green Mountain Line Striping, LLC to provide services relating to Edge Line Striping estimated to cost \$7,698.24 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

c. Accept Paving Bid

The deadline for bids was 2 p.m. today and three bids were received: Bazin Brothers Trucking, Fuller Sand & Gravel, Inc., and Sunapee Paving. Bazin Brothers was the low bid at \$682,172. Everett Hammond has worked with Bazin Brothers and Josh Dryden was fine with this option. Landgrove Rd. will be covered by a \$200,00 grant from the state

James Ameden moved to accept the proposal from Bazin Brothers to provide services relating to paving town highways, estimated to cost \$682,172 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Jim Fleming. The motion passed unanimously.

d. Accept Chip Seal Bid

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Only one bid was received from All States Construction. Everett Hammond gave a positive recommendation. This project will reinforce the longevity of the road work the Town is spending so much money on.

James Ameden moved to accept the proposal from All States Construction to provide services relating to chip sealing town highways estimated to cost \$131,900 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the contractor to conduct the necessary work, seconded by Taylor Prouty. The motion passed unanimously.

10. Old Business

a. Ratify Cota & Cota Contract Approval from 6/2/2025

Martha Dale moved to ratify the Board's 06/02/2025 decision to sign the contract with Cota and Cota for another year., seconded by James Ameden. The motion passed unanimously.

11. New Business

a. Discuss GNAT-TV Livestreaming solutions

Tammie Reilly, GNAT Executive Director, was invited to talk about options to make meeting livestreams more consistent.

Reilly thanked the board for having her and indicated the goal was to build a relationship. She reminded the group that GNAT offers a community calendar for event posting, a press release portal, and the "News Project" hosted by Andrew McGeever. GNAT began filming Town committee meetings in 2013. Livestreamed events are distributed on GNAT cable channel, Roku, Apple, FireTV, and YouTube. Reilly also introduced Amanda Fouda, who will be the GNAT videographer for future Selectboard Meetings.

Reilly discussed several options for offering hybrid meetings, ranging from \$3,000 to \$100,000. The goal is to decide what product is appropriate to help meet open meeting laws and allow the public to participate. GNAT Video Production Manager Keegan Douglass gave an overview of the equipment options and recommended reaching out to other towns to see what they are doing; Manchester and Arlington both offer hybrid meetings. The state is leaning more heavily on requiring hybrid options for public bodies, so this is a good time to start researching.

A small committee of Aileen Tulloch, James Ameden, and Tom Cavanagh will work on researching options with GNAT and gather input from all committees to make a long-term plan to get the right system.

c. Discuss alternate meeting schedule (Labor Day)

Due to the Labor Day holiday, September meeting dates will move to the 8th and the 22nd.

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Martha Dale moved to set September Selectboard meetings to September 8th and 22nd, seconded by Jim Fleming. The motion passed unanimously.

d. Discuss special meeting date to conduct employee reviews

Employee reviews will be conducted on Monday June 23rd and Monday June 30th starting at 3:30.

e. Discuss Long Term Recovery plan

Several members of the Long-term Recovery Committee were present to discuss and seek Selectboard approval of the Plan included in the meeting packet.

George Mora reported the process began last December when FEMA suggested the Town create a plan to address periodic flooding. Community engagement meetings were held to gather input from residents on issues of concern. The resulting Derry Resilience Project has 5 goals:

- Improve the community's ability to respond to emergencies.
- Prepare for future disasters through emergency preparedness, resilience, and hazard mitigation.
- Build a stronger sense of community and foster volunteerism through community-wide communications and activities.
- Plan for development that creates a vibrant, affordable, and thriving community over the long term.
- Take a leadership role in regional cooperation.

In preparing the report, the committee spoke with representatives from local organizations such as: Stratton Foundation; Neighborhood Connections; Vermont Agency of National Resources; CT River Conservancy; VT Core of Engineers, and FEMA. The plan focuses on ten projects in 5 categories: Fire Department Strategic Planning, Emergency Preparedness and Response, Hazard Mitigation, Community Development, and Regional Cooperation.

The Committee has identified champions and partners to get each project going and action steps are identified in the report. The Selectboard should support the plan as soon as possible and will meet to discuss and approve at the next meeting.

e. Approve WRC contract extension for Village Wastewater projects

The current contract is set to expire shortly so there is a need to request extension until December 31, 2025.

Martha Dale moved to 1) approve the extension of the Windham Regional Commission contract for services related to the Village Wastewater project and associate grant funding to December 31, 2025, and 2) authorize the Town Administrator to execute any documents necessary for extending the contract, seconded by Jim Fleming. The motion passed unanimously.

f. Accept Town Office Cleaning Bid

Current contract ends June 30th; only 1 bid was returned from current provider. The recommendation was to proceed with a 2-year contract.

Taylor Prouty moved to accept the proposal from SVT Property Management to provide services relating to cleaning Town Offices estimated to cost \$280 per week for the period 7/1/25 – 6/30/2027 and 2) authorize the Town Administrator to execute any documents necessary for the hiring of the vendor to conduct the necessary work, seconded by Martha Dale. The motion passed unanimously.

g. Approve Neighborhood Connections Itinerant Vendor Permit

Neighborhood Connections will be hosting “Living Well Health & Benefits Fair” in the Mountain Marketplace parking lot in Londonderry on Friday, September 19, 2025. It was decided they did not need an Itinerant Vendor Permit as the property is not owned by the Town.

h. Neighborhood Connections Request for Transfer Fee Waiver

Neighborhood Connections filed a Non-Profit Request to Waive Transfer Station Fees, waiving the fee for the organization to bring waste to the transfer after an event on July 18, 2025.

Jim Fleming moved to waive the Transfer Station fee for Neighborhood Connection’s event on July 18, 2025, and authorize the Chair to sign on behalf of the Board, seconded by Taylor Prouty. The motion passed unanimously.

i. Review and Approve Windham County Sheriff Contract

This contract is renewed every year. Tina Labeau confirmed the amount is correct.

Martha Dale moved to 1) approve the Windham County Sheriff’s Contract for services between July 1, 2025 and June 30, 2026 in the amount of \$70,000, 2) designate the SB Chair Tom Cavanagh and Town Administrator as authorized to request services, and 3) authorize the Town Administrator to sign the contract on behalf of the Town, seconded by Jim Fleming. The motion passed unanimously.

j. Approve Neighborhood Connection’s Facilities Use Request

Jim Fleming moved to approve Neighborhood Connections Facilities Use Request for the use of Pingree Park on July 18, 2025, and authorize the Town Administrator to sign on behalf of the Town, seconded by James Ameden. The motion passed unanimously.

k. Review and Approve Certificate of Substantial Completion for Town Office

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Project

The punch list is mostly complete, but the staff indicated not all items are included on the punch list. The Selectboard decided the certificate will not be signed until Jon Saccoccio (architect) verifies items and status.

12. Adjourn

Jim Fleming moved to adjourn the meeting, seconded by Martha Dale. The motion passed unanimously.

The meeting adjourned at 8:17 PM.

Respectfully Submitted,

Sally Hespe, Town Minute Taker

Approved

LONDONDERRY SELECTBOARD

Thomas Cavanagh, Chair